

Overcoming Housing Barriers—  
*Developing a Individualized Housing Plan*  
Wednesday, June 15, 2011  
Los Angeles County Department of Mental Health  
Housing Training Institute

### **Addressing the Multiple Challenges**

- **Prior eviction/poor credit history**
- **Criminal background**
- **Drug/substance abuse**
- **Insufficient income**
- **Lack of life skills**

### **The Consumer's Housing Goals**

### **Treatment Team Approach**

### **Tenant College: The role of transitional housing**

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## **Exhibits for Overcoming Housing Barriers— Developing an Individualized Housing Plan**



## NEEDS ASSESSMENT

Client Name	Date	Case Manager
<b>Housing Goal/Needs</b>	<b>Comments</b>	
<input type="radio"/> Unit Size		
<input type="radio"/> Area		
<b>Income</b>		
<input type="radio"/> General Relief		
<input type="radio"/> SSI/SSDI		
<input type="radio"/> Employment		
<i>Job Training</i>		
<i>Formal Education</i>		
<input type="radio"/> No Income		
<b>Health Issues</b>		
<input type="radio"/> Alcohol Abuse		
<input type="radio"/> Drug Abuse		
<input type="radio"/> Mental Health		
<input type="radio"/> Hygiene/Health Education		
<input type="radio"/> Physical Condition/Illness		
<b>Children</b>		
<input type="radio"/> Number of Children under 18		
<input type="radio"/> Custody/Child Support Issues		
<input type="radio"/> Parenting classes		
<b>Socialization</b>		
<input type="radio"/> Leisure Activities/Interests		
<input type="radio"/> Attendance at Community Meetings		
<b>Money Management</b>		
<input type="radio"/> Credit History		
<input type="radio"/> Rental History		
<b>Transportation Issues</b>		
<input type="radio"/> Own a Car		
<input type="radio"/> Bus Pass/Access/Get-About		
<b>Criminal History</b>		
<input type="radio"/> Incarceration		
<input type="radio"/> Probation/Parole		
<input type="radio"/> Felony		

**County of Los Angeles Department of Mental Health  
Homeless and Housing Division  
HOUSING READINESS EVALUATION**

This evaluation screens for readiness to live independently. It can also be used as a tool to help consumers identify the needed skills, and set goals and objectives towards housing/independent living. Certain skills have a high correlation with being able to maintain housing/independence. With the exception of #8, "YES" answers are associated with these skills.

REFERRAL AGENCY: \_\_\_\_\_ LENGTH OF CONTACT WITH CONSUMER: \_\_\_\_\_

CLIENT'S NAME: \_\_\_\_\_ MIS#: \_\_\_\_\_

REFERRED BY: \_\_\_\_\_ PHONE: \_\_\_\_\_ DATE: \_\_\_\_\_

	YES	NO
<b>1. CLIENT RECEIVES MENTAL HEALTH SERVICES</b>		
Case Management		
Psychiatric Care		
Prescriptions		
Other Supportive Services		
<b>2. CLIENT KEEPS APPOINTMENTS</b>		
<b>3. COMPLIES WITH TREATMENT</b>		
<b>4. CLIENT HAS MONEY MANAGEMENT SKILLS</b>		
<i>If "no", how is this being addressed? (Circle all that apply)</i>		
Case Management      Community Living Program      Other		
Money Management Program      Emerging Skill      Explanation Written On Back      No Plan		
<b>5. CLIENT HAS HOUSEKEEPING SKILLS</b>		
<i>If "no", how is this being addressed? (Circle all that apply)</i>		
Case Management      Community Living Program      Other		
Money Management Program      Emerging Skill      Explanation Written On Back      No Plan		
<b>6. CLIENT'S INTERPERSONAL SKILLS ARE APPROPRIATE FOR COMMUNITY LIVING</b>		
<i>If "no", how is this being addressed? (Circle all that apply)</i>		
Case Management      Community Living Program      Other		
Money Management Program      Emerging Skill      Explanation Written On Back      No Plan		
<b>7. CLIENT HAS LEISURE-TIME MANAGEMENT SKILLS</b>		
<i>If "no", how is this being addressed? (Circle all that apply)</i>		
Case Management      Community Living Program      Other		
Money Management Program      Emerging Skill      Explanation Written On Back      No Plan		
<b>8. SUBSTANCE ABUSE/HISTORY OF SUBSTANCE ABUSE</b>		
<b>9. SOBRIETY IS BEING ADDRESSED (USE BACK TO EXPLAIN)</b>		
<b>10. PARENTING SKILLS ARE ADEQUATE</b>		
<i>If "no", how is this being addressed? (Circle all that apply)</i>		
Case Management      Community Living Program      Other		
Money Management Program      Emerging Skill      Explanation Written On Back      No Plan		
<b>11. THERE IS A FINANCIAL PLAN TO PAY FOR RENT</b>		
Employment		
SSI/SSD		
General Relief		
Other Subsidy		
<b>12. CLIENT UNDERSTANDS TERMS OF RESIDENCY</b>		
<b>13. CLIENT'S HEALTH PERMITS LIVING INDEPENDENTLY</b>		

the

# RECOVERY MODEL

## DMH POLICY 202.28

**3.1 DMH and its contracted agencies shall provide client-driven services. Clients may choose services and programs that are designed to:**

- Assist them to self manage their recovery from mental health problems;
- Achieve their own personal goals; and
- Develop skills and supports in the areas of health, education and employment leading to a constructive and more meaningful and satisfying life in as free and non-stigmatizing an environment as possible.

**3.2 DMH and its contracted agencies recognize the value, importance, and cost effectiveness of self-help and client-run services as validated by empirical research and client testimony. In order to assure client participation in self-help and client-run activities as a valuable adjunct to traditional therapeutic practices, mental health agencies and their staff are requested to:**

- Inform clients of the relevance of participating in self-help/client-run activities and programs that emphasize mutual support, illness management, socialization, and advocacy;
- Inform clients of the opportunity to serve on DMH related committees and/or boards, workgroups, or task forces;
- Inform clients that the Countywide Client Activity Fund may provide reimbursement for their expenses related to their participation;
- Document each client's choices and/or referrals in his/her treatment plan;
- Facilitate and provide transportation and needed supports, where possible, to assist clients in their participation in the aforementioned activities and programs; and
- Sponsor attendance at local mental health conferences and trainings.

**AUTHORITY:** 1995 California State Health and Welfare Institutions Code, Title 9 1991 Federal Americans with Disabilities Act Commission on Accreditation of Rehabilitation Facilities Requirements.  
Mental Health Service Act 2005

**REVIEW DATE** This policy shall be reviewed on or before August 1, 2011

# FRESH START HOUSIGN PROGRAM

## Personal Plan to Secure Permanent Housing

Client \_\_\_\_\_

ECHO Code \_\_\_\_\_

Case Manager \_\_\_\_\_

Date \_\_\_\_\_

The objectives for the next three (3) month period from: \_\_\_\_\_ to: \_\_\_\_\_ are:

- 1.) \_\_\_\_\_  
\_\_\_\_\_
- 2.) \_\_\_\_\_  
\_\_\_\_\_
- 3.) \_\_\_\_\_  
\_\_\_\_\_
- 4.) \_\_\_\_\_  
\_\_\_\_\_
- 5.) \_\_\_\_\_  
\_\_\_\_\_

### SPECIFIC TASKS/RESPONSIBILITIES

What we plan to do to meet these objectives/achieve goals are:

NAME	TASK	APPROXIMATE DATE OF COMPLETION

We commit to working toward meeting the objectives listed above. \_\_\_\_\_

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# County courts profit from online searches

[Records, from Page B1]

Roddy, executive officer of the San Diego County Superior Court, the second-largest trial court in California.

Roddy and court officials in other counties said providing Internet access to court records is more efficient because the public doesn't have to drive to a courthouse, park, stand in line, and ask court clerks for assistance. "I prefer you don't have to come down to the courthouse," Roddy said.

And yet, the Los Angeles County Superior Court imposes a \$4.75 fee for each name searched on the court's website, [www.lasuperiorcourt.org](http://www.lasuperiorcourt.org).

Although the public pays, lawyers and law firms among the 22,000 members of the Los Angeles County Bar Assn. can get free access to the civil case information.

Los Angeles County court officials say comparison with other jurisdictions is unfair because the county's system is the largest in the nation.

Even so, the fee charged by the L.A. County court for online searches of public records is out of line with major courts around the country.

The second-largest state court in the nation — Chicago's Cook County — offers online searches of civil cases without a fee.

And it is possible to do an online search of a master index of cases filed in most federal district, bankruptcy, and appellate courts across the country for eight cents a page. To view and print a document filed in federal court also costs eight cents a page.

By comparison, Los A

County charges a minimum of \$7.50 to view a document of up to 10 pages online. Additional pages cost seven cents a page. Each new document costs at least \$7.50.

"We set what we believe to be a reasonable fee schedule," said Allan Parachini, spokesman for the Los Angeles Superior Court. "We made a business decision to charge for the service," he said. "It costs money. We're recovering money."

In fact, the court is making money.

Documents obtained by The Times show that the Los Angeles County court collected almost \$5.5 million for civil and criminal index searches and for viewing and printing civil court records online during the last fiscal year.

The court also collected \$2.8 million from motorists who were charged a \$10 fee to pay traffic citations (speeding tickets and moving violations) on the Internet or by touch-tone phone. Most major counties impose a fee to cover the cost of processing credit card payment of traffic tickets. The L.A. County court pays card companies 2% of the ticket amount.

Most Southern California counties charge less, including San Diego, where the service is free. But two others, Riverside and San Bernardino, set fees on a scale which sometimes results in a higher charge than in L.A.

Altogether, the L.A. County court collected \$8.3 million in fees during fiscal 2005-06 for electronic services that cost \$4.7 million to provide.

Parachini said the fees cover the cost of the services.

Despite repeated requests, Parachini refused to make Presiding Judge William A. MacLaughlin or the court's executive director, Jack Clarke, available for interviews.

But Frederick Bennett, the court's chief counsel, said the court has the authority to impose fees.

Bennett explained that the Los Angeles County court system does not receive enough money from the state, cannot levy general taxes, and is prohibited from borrowing to pay for new technology. He said the court needs to upgrade its computer systems and begin electronic scanning of records in courthouses across the county, not just in downtown.

"We see aggressive, rapid expansion of these services," Parachini added. "We need to recover at least part of the cost of doing that."

But other counties have chosen to absorb the cost rather than make the public pay for online access to public records.

"Our philosophy is not to charge," said Alan Slater, executive officer of the Orange County Superior Court. He said government services should be available on the Web for no cost or as little as possible.

But the Los Angeles County Superior Court has a different philosophy.

Parachini said the courts spent \$3 million in 2002-03 to prepare its online system. In the first year of operation, the fees collected lagged behind the cost of the services.

That had changed by the end of fiscal 2005-06 in June. Fees collected since the services began in

cording to the court's data. That's \$3 million more than the \$14.7 million cost of those services.

Some large Los Angeles law firms use the civil case index several thousand times a month. So to avoid bogging down the county computer system, court officials gave the database to the bar association and agreed that the association could update it regularly during off-peak hours — all at no charge. The information is then stored on the bar's computers, where attorneys can tap into it.

Lawyers do not have free access, however, to the court's criminal case information.

Online users searched the county's criminal index more than 1 million times in the last fiscal year, generating \$4.2 million in fees.

By comparison, only 77,106 searches of the civil case index were done in the same period, generating \$366,354 in fees.

Of the state's 20 most populous counties, just nine provide online searches of their index of criminal cases. Of those, only Los Angeles County imposes a fee.

Lynn Holton, spokeswoman for the Administrative Office of the Courts, which oversees funding for courts in all 58 California counties, said that organization has not done a survey to determine whether any other counties impose fees for online searches of civil and criminal case information. But, she said: "We have not heard of any other court that is charging a user fee."

jeff.rabin@latimes.com  
Times researcher Maloy Moore  
report.

Search for criminal records

How to find an apartment

Topic will be divided into four workshops lasting 1 hour each. The workshops will consist of the following topics; Where to look for vacancies, How to complete a rental application, What to do & don't do while meeting with a perspective landlord, and Understanding a Rental Agreement.

Money Management

Topic will be divided into four workshops lasting 1 hour each. The workshops will consist of the following topics; Opening a bank account, Money saving tips, Paying yourself, and Saving for the future.

Dealing with Neighbors/Problems

Topic will be divided into three workshops lasting 1 hour each. The workshops will consist of the following topics; Reporting a problem, What to do & don't do when having a problem, and Managing with the stress.

When Reporting the Need for Repairs

Topic will be divided into four workshops lasting 1 hour each. The workshops will consist of the following topics; What is considered an emergency, When to report the problem, How to report the problem, What to do if the problem is not fixed.

When Moving out of an Apartment

Topic will be divided into three workshops lasting 1 hour each. The workshops will consist of the following topics; Giving a 30 day notice, Turning in the keys, and Getting your deposit back.

Move-In Assistance

Topic will be divided into three workshops lasting 1 hour each. The workshops will consist of the following topics; How to apply, Requirements & How to meet them, & How to use the assistance.

Household Goods & Services

Topic will be divided into three workshops lasting 1 hour each. The workshops will consist of the following topics; Who qualifies & the requirements, How to apply for funds, How to use the funds.

Section 8 Housing Programs

Topic will be divided into three workshops lasting 1 hour each. The workshops will consist of the following topics; Shelter plus Care, Portable Section 8, and Housing Projects.

Tax Credit Housing

Topic will be divided into three workshops lasting 1 hour each. The workshops will consist of the following topics; Locating tax-credit housing, Requirements & meeting them, and How to apply for housing.

### Checking your Credit Report

Topic will be divided into three workshops lasting 1 hour each. The workshops will consist of the following topics; Getting a free credit report, Reading a credit report, and reporting discrepancies.

### Other Affordable Housing

Topics will be divided into three workshops lasting 1 hour each. The workshops will consist of the following topics; ACOF, SRO's, and Tax-Credit units.

### How to Clean your Apartment

Topic will be divided into three workshops lasting 1 hour each. The workshops will consist of the following topics; How often to clean, How to clean the apartment, and What products to use & don't use.

### How to Deal with the Stress of Day to Day Living

Topic will be divided into four workshops lasting 1 hour each. The workshops will consist of the following topics; Breathing Exercises, Listening to Music, Body & Mind Relaxation Techniques, and Anxiety Reduction.

### Moving into an Apartment

What to do when moving into an apartment

### Security Deposits

The laws governing security deposits.

# HOUSE RULES

1. This is an addendum to and becomes part of the rental agreement between Owner and Resident.
2. No persons, pets, or animals of any kind are permitted to occupy the premises other than those listed on the original rental agreement without the express prior written consent of owner or his agent.
3. Any resident who drinks excessively, uses premises for illegal activity or commits a nuisance will be subject to eviction.
4. No unnecessary noise due to loud talking, radios, televisions, stereos or musical instruments is permitted.
5. Hours for playing the above with the consideration of other residents are \_\_\_\_\_ a.m. to \_\_\_\_\_ p.m.
6. No rollerskating, skateboarding or riding bikes on the premises.
7. Laundry facilities are to be used only during the hours of \_\_\_\_\_ a.m. to \_\_\_\_\_ p.m. Please use machine as instructed and do not overload.
8. Management is not responsible for damage or theft of personal property. Tenant shall obtain own insurance for this purpose.
9. Resident is responsible for cost of repairs to plumbing, plumbing fixtures and appliances should damage be caused from negligence or misuse. Foreign items causing stoppage of waste, jamming of mechanisms is considered improper use and repair costs shall be paid for by resident.
10. Personal items such as bicycles, tools, brooms, toys, etc. shall be kept out of view. No rugs, towels, articles of clothing or any such items shall be hung on the exterior of the building, on balconies or in hallways. No mops, brooms or rugs are to be shaken from same, or from open windows.
11. Highly combustible items such as gasoline are prohibited and shall not be used or stored anywhere on premises.
12. Damage to the apartment and/or building and it's equipment and furnishings, above and beyond ordinary wear and tear, shall be paid for by resident.
13. Do not make any alterations in any way, (i.e., painting, hanging pictures, changing locks), without the prior written permission of owner or agent. Resident will be responsible for the cost of damages beyond ordinary wear and tear.
14. Residents are responsible for the conduct and cleanup of their invitees and guests.  
Residents are to park vehicles in space assigned to them by owner agent. Any unauthorized parking on premises is subject to towing at vehicle owner's expense. No extensive repair or washing of vehicles is allowed on the premises.
15. Your rental shall be kept in good and clean condition and free from any objectionable odors.

PLEASE FOLLOW THE ABOVE RULES AND REGULATIONS TO HELP KEEP COMMON AREAS CLEAN AND TO MAINTAIN A PEACEFUL, SAFE AND PLEASANT ENVIRONMENT FOR YOURSELF AND YOUR NEIGHBORS.

THANK YOU FOR YOUR CONSIDERATION AND PLEASE CALL IF WE CAN BE OF ANY HELP.

Owner/Agent: \_\_\_\_\_ Date: \_\_\_\_\_

Resident: \_\_\_\_\_ Date: \_\_\_\_\_

Resident: \_\_\_\_\_ Date: \_\_\_\_\_

